

CalWORKs Program Guide Letter No. 306

Subject **UPDATES TO RESTORATION OF AID**

Effective Date Upon Receipt

References All County Letters (ACLs) 12-25, 12-35, and 13-88
CDSS Policy Inquiries released 4/3/2013 and 6/6/2013

Purpose To provide CalWORKs eligibility staff with updated information regarding:

- CalWORKs restorations of aid and SAR 7 discontinuances;
- Impacts to CalFresh following a SAR 7-related discontinuance and when CalWORKs benefits are restored; and
- CalWIN functionality for the processing of CalWORKs restorations of aid.

Background Effective July 1, 2012, Assembly Bill (AB) 959 established regulations for the restoration of CalWORKs aid when a complete Quarterly Eligibility/Status Report (QR 7) is received in the month after a QR 7-related discontinuance. The CalWORKs Program Guide (CPG) was updated via [CPG Letter No. 276](#), *Restoration of Aid*.

With the implementation of Semi-Annual Reporting (SAR), as required by AB 6, the QR 7 was replaced by the Semi-Annual Eligibility Status Report (SAR 7). CPG updates were issued via [CPG Letter No. 295](#), *Implementation of the SAR System - Part 1*.

The California Department of Social Services (CDSS) issued additional Restoration of Aid guidance via CalWORKs Policy Inquiry regarding Good Cause and the extended filing date and when a new CalWORKs application is submitted instead of a complete SAR 7.

ACL 13-88 was recently issued regarding changes to Transitional CalFresh (TCF) when CalWORKs/Public Assistance CalFresh (PACF) discontinues for failure to provide necessary information to determine eligibility, including SAR 7-related discontinuances.

Policy Change The CalWORKs Restoration of Aid section has been updated to reflect

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the change from QR to SAR, as well as to incorporate the following:

- Regardless of when an Assistance Unit (AU) is notified of an incomplete SAR 7, the extended filing date is always the first working day of the month following the Submit Month.
- The AU may **not** be eligible to restoration of aid if a complete SAR 7 is not received in the month after the Submit Month; however, the discontinuance may be rescinded if the Human Services Specialist (HSS) determines that Good Cause exists.
- When CalWORKs/PACF discontinues for a SAR 7-related reason, the household is **not** eligible to receive TCF; however, the household may be eligible to receive Non-Assistance CalFresh (NACF) if a SAR 7 is received that meets CalFresh completeness criteria.

Summary of Updates

The following sections have been updated in the online CPG:

Section	Title
40-125.A	Restoration of Aid
40-125.B	Restoration after a SAR 7 Discontinuance

A new desk aid, [CalWORKs Proration Chart](#), has also been posted in CPG 45-200 Resources and Desk Aids.

Changes to the CPG are noted with **highlighted text**.

Program and Automation Impact

Updated information in the Restoration of Aid sections of the CPG affects only CalWORKs program.

CalWORKs Automation

CalWIN functionality was updated with Release 35 on November 11, 2013. With this Release, the CalWORKs Restoration of Aid **BENDS 5876** became obsolete and was retired from the CalWIN Intranet.

CalFresh Program

CalFresh Program maintains its own regulations for restoration of benefits and continuing CalFresh eligibility following SAR 7 discontinuance. See the CalFresh Program Guide (CFPG) for:

- [CFPG Letter #552](#) and [CFPG 63-274](#) regarding the CalFresh restoration of eligibility and benefits waiver; and
- [CFPG Special Notice \(SN\) 13-03](#) regarding recent changes to TCF eligibility.

Medi-Cal Program

Continuing Medi-Cal eligibility exists in most instances when eligibility

to CalWORKs ends, per Medi-Cal Program Guide (MPG) sections [04.16.03](#) and [05.15.08](#).

There is no impact to other programs.

**Operational
Impact for
FRCs and
ACCESS**

HSSs are responsible for reviewing the updated information regarding CalWORKs Restoration of Aid and adhering to guidance provided in the CPG. Effective immediately, staff must no longer use **BENDS 5876**.

CalWORKs will discontinue at the end of the **Submit Month** when a complete SAR 7 is not received by the extended filing date. An AU may be evaluated for CalWORKs restoration of aid if a complete SAR 7 is provided in the month after the Submit Month.

When timely notice cannot be provided and CalWORKs is discontinued at the end of the month **after** the Submit Month, an evaluation for restoration of aid may only be completed when a complete SAR 7 is received in the month after the Submit Month. Otherwise, if Good Cause does not exist and the discontinuance cannot be rescinded, the AU must reapply for CalWORKs.

**Document
Capture and
Corresponden
ce Impact**

The required CalWORKs NOAs are available in CalWIN. All manual NOAs related to CalWORKs Restoration of Aid will be removed from the CalWIN Intranet with the issuance of this CPG Letter.

**Quality
Control (QC)
Impact**

QC will cite the appropriate error when instructions in this material are not followed or are followed incorrectly.

**Director
Approval**



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